

**U.S. Army Small Business Innovation Research (SBIR)**  
**Program Phase II Proposal Instructions**  
**February 2005 CLOSED**

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## 1. INTRODUCTION

Small businesses that received an Army-funded SBIR Phase I contract are eligible to submit a formal Phase II proposal in response to a written invitation from the Army. The Army bases the invitation on a review of Phase I results and current Army priorities, therefore, a final report is required for all Phase I contracts. Phase II proposals must be submitted in accordance with the current [DoD SBIR Program Solicitation](#), not the solicitation under which the Phase I effort was proposed and must conform to the instructions below. The maximum dollar amount for an Army Phase II proposal is \$730,000, regardless of whether you received a Phase I Option or not.

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## 2. GENERAL CONSIDERATIONS

The DoD SBIR Program Solicitation contains guidance on submission and evaluation of Phase II proposals. The Small Business must submit a direct, concise, and informative research or research and development Phase II proposal. The maximum proposal length, including all attachments, is 50 single-sided pages numbered consecutively, which includes the Proposal Cover Sheet, the Cost Proposal, and all attachments (i.e. letters of endorsement). All documentation should use 11 point type or 12 pitch on standard 8.5" X 11" paper with one-inch margins.

Address all items listed in Section 5 of these Instructions in the order given. The space in the proposal allocated to each item will depend on the problem chosen and the Principal Investigator's approach. The proposal should address the potential Phase III commercial applications or Government use of the proposed research or research and development.

Promotional and non-project related items are discouraged. Videotapes, compact disks, computer diskettes, and other materials are not permitted as attachments to your proposal. Such items will be destroyed.

The Department of Defense requires all Small Businesses to submit a Company Commercialization Report electronically to a centralized DoD SBIR Website (<http://www.dodsbir.net/submission/SignIn.asp>). The report does not count against the page limitation, however, information provided may have a direct impact on the proposal evaluation. **Failure to submit this report may result in the proposal being substantially delayed.**

DoD maintains a database containing all DoD SBIR and STTR abstracts and award data (<http://www.acq.osd.mil/sadbu/sbir/>). This link provides information that may assist you in preparing your Phase II proposal however, because of this, your abstract should not contain any proprietary information in the event that it is chosen for award.

DoD will not accept classified proposals.

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### 3. WHERE TO SUBMIT YOUR PROPOSAL

Small Businesses will submit a Phase II Proposal electronically using the DoD SBIR proposal submission system (<http://www.dodsbir.net/submission/>), which will lead you through the preparation and submission of the Proposal Cover Sheet, the Company Commercialization Report, the Cost Proposal, and the upload of the Technical Proposal.

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### 4. WHEN TO SUBMIT YOUR PHASE II PROPOSAL (no later than 13 May 05)

The following event schedule outlines the Phase II proposal process. Contract award dates are subject to successful negotiations and the Congressional budget process.

EVENT	WHO	SCHEDULE
Invitations to Submit a Phase II Proposal	Army Labs and Centers	mid April 05
Deadline to Submit a Phase II Proposal	Small Businesses	No later than 13 May 05
Phase II Selections	Army	mid July 05
Phase I options exercised to support initial Phase II R&D activities	Army	mid July 05
Phase II contract award	Army Labs and Centers	July-Nov 05

The DoD and the Army have implemented three initiatives to facilitate participation in the program and maximize the potential for transitioning SBIR research into commercial markets.

- a. Gap Reduction - Beginning with the 98.2 SBIR Solicitation, the Army established a gap reduction initiative designed to minimize the unfunded gap between Phase I and Phase II activities for ALL winning Phase II projects. The mechanism for reducing the gap is an option to each Phase I contract which may be exercised by the Army to fund initial Phase II activities while the Phase II contract is being negotiated. The option **must** have been submitted with the Phase I Proposal. There is no other provision for submission of

options after-the-fact. The option will be exercised, at the government's discretion, only for Phase II proposals selected for contract award. As always, actual contract award is subject to successful completion of contract negotiations and availability of funding.

- b. ***Phase II Plus*** - The Army established the ***Phase II Plus*** program to facilitate the rapid transition of SBIR technologies, products, and services into acquisition programs. Under ***Phase II Plus***, the Army provides matching SBIR funds to expand an existing Phase II project that attracts investment funds from a DoD acquisition program or private sector investments. Consistent with the expectation for Phase I and II work, ***Phase II Plus*** - sponsored work must also involve innovation and a degree of technical risk.

***Phase II Plus:***

- i. **Background Information:** The objectives of ***Phase II Plus*** are to: (1) extend Phase II R&D efforts beyond the current Phase II contract to meet the product, process, or service requirements of a third party investor, preferably an acquisition program, and (2) accelerate the Phase II project into the Phase III commercialization stage. "Third party investor" here means Army (or other DoD) acquisition programs as well as the private sector. The general concept is to provide qualified Phase II businesses with additional Phase II SBIR funding if they can obtain matching non-SBIR funds from acquisition programs, the private sector, or both. Under ***Phase II Plus***, additional funds (maximum \$500K) may be provided by modifying the Phase II contract, and where appropriate use will be made of the flexibility afforded by the SBA 1993 Policy Directive which allows total Phase I + Phase II SBIR funding to exceed \$850,000.

***Phase II Plus*** extends the Phase II contract for up to one year and the combined Phase II and Phase II Plus period of performance should not exceed three years. ***Phase II Plus*** proposals may be submitted for consideration at any time during the execution of the Phase II contract; however, only one ***Phase II Plus*** award will be allowed per Phase II contract. Additional SBIR matching funds, subject to availability, will be provided on a one-to-one matching basis with third-party funds, but not to exceed to \$500,000. The additional SBIR funds must be used for advancing the R&D-related elements of the project; third-party investor funds can be used for R&D or other business-related efforts to accelerate the innovation to commercialization.

Eligibility for Phase II Plus is as follows:

- (1) The small business must be the holder of an executing DoD Phase II contract;  
(2) Funding from an outside third-party investor, for example, an Army PM, PEO, other DoD acquisition program, or private sector source of funds must be committed to match SBIR ***Phase II Plus*** funding. **Given the emphasis on acquisition program involvement, priority for consideration for Phase II Plus funding will be given to those proposals showing PM or PEO commitments.**

The third party funding can be cash, liquid assets, tangible financial instruments but not in-kind or other "intangible assets". "Outside investor" is defined in Section 4.5 and Reference E (Fast Track Guidance) of the current [DoD SBIR solicitation](#). Note that Fast Track matching funds do not qualify the company to receive Phase II Plus funds.

- c. **Qualifying for Phase II Plus:** Phase II Plus participation will be subject to the availability of funding. To qualify for ***Phase II Plus***, Phase II companies and their outside investors must follow the procedures detailed below:

Sometime during the Phase II effort, but prior to three (3) months from the end of the Phase II effort, the company and its potential investor must submit a Phase II Plus application to the Lab or Center that is managing the Phase II project with a copy furnished to ARO-W. In the application, the company and acquisition program or investor must:

- (1) State that the acquisition program or investor will match ***Phase II Plus*** SBIR funding, in cash, contingent on the company's selection for ***Phase II Plus*** funding. The matching rate is 1 dollar (U.S.) for every SBIR dollar. (For example, if such a company receives Phase II Plus SBIR funding that totals the maximum amount of \$250,000, a Phase II company must obtain matching funds from the acquisition program or investor of \$250,000.)

The SBIR funds must be used for additional R&D, but the matching third-party funds may pay for additional R&D on the company's SBIR project or, alternatively, they may pay for other activities (e.g., marketing) that further the development and/or commercialization of the technology.

Matching funds must arise from arrangements or contracts that were executed after the beginning of the applicable Army Phase II contract, and that were executed in response to the Phase II contract. No pre-existing relationships, purchase orders, subcontracts, or other contracting/funding arrangements will be considered for matching funding.

(2) Certify that the outside funding qualifies as a "Phase II Plus investment," and the investor (if not an acquisition program) qualifies as an "outside investor," as defined in **Phase II Plus** Guidance below. Outside investors may include such entities as another company, a venture capital firm, an individual "angel" investor, a non-SBIR, non-STTR government program; they do not include the owners of the small business, their family members, and/or affiliates of the small business.

The Army will notify each Phase II Plus applicant whether it has been selected for **Phase II Plus** award. Once notified, the company and acquisition program or investor must certify, within 45 days, that the entire amount of the matching funds from the acquisition program or outside investor has been transferred to the company.

A firm must apply during their Phase II effort and applications must be received at least three (3) months prior to the end of the Phase II effort. Please note, at this time applications received less than 90 days prior to the Phase II contract end date may still be considered. However, if the contract ends prior to the Phase II Plus evaluation or if the time available to contract **Phase II Plus** funds is insufficient, the firm will not be selected for an award. We will notify firms of this possibility, in writing (via e-mail), if they have submitted a "late" application. Instructions, applications, and general guidance are available at the following URL: [http://www.aro.army.mil/arowash/rt/sbir/sbir\\_phaseii.htm](http://www.aro.army.mil/arowash/rt/sbir/sbir_phaseii.htm)

d. The Phase II Plus Application:

A Phase II Plus application consists of the following:

- o A completed Phase II Plus Application Form ([Adobe PDF format](#) or [MS Word format](#))
- o A letter from the acquisition program or outside investor to the SBIR Phase II company, containing:
  1. A letter from the acquisition program or outside investor stating that the acquisition program or investor will match Phase II Plus SBIR funding, in cash and that the investment is being made in response to the company's Phase II R&D effort. The acquisition program or investor must also endorse or explain the benefit(s) of the company's Phase II Plus scope of work. Phase II Plus
  2. A brief statement of work (one page or less) describing the portion of the Phase II Plus effort that will be funded with non-SBIR funds. The acquisition program or outside investor funds may pay for advancing the research and development elements of the company's Phase II project or, alternatively, other activities not included in the Phase II contract statement of work, provided these activities further the development and/or commercialization of the technology (market research, patent applications, etc.).
  3. In the case of an acquisition program, a brief statement (one page or less) of how the resulting Phase II and Phase II Plus technology, if successful, will be integrated into that acquisition program's future activities. In the case of an outside investor, a brief statement (one page or less) of how the resulting technology or product will be commercialized.
  4. A concise statement of work (4 pages or less) for the Phase II Plus effort (maximum period of one year past the end of the Phase II effort, and not to exceed 3 years of Phase II effort) to be executed with SBIR Phase II Plus funds.
  5. A detailed cost proposal (1 page or less) for the SBIR-funded portion of the Phase II Plus effort, to be completed within one year of the end of the Phase II project.

EVENT	WHO	SCHEDULE
Deadline to Submit Phase II Plus Application	Small Business	NLT 3 months prior to end of Phase II effort
Notification of Phase II Plus Award	Army	NLT end of Phase II effort

- **FAST TRACK** - The Department of Defense established the SBIR Fast Track process to provide a mechanism for small businesses that attract independent third-party investors during the Phase I effort that will match both Phase II SBIR funding (maximum \$730,000) and interim SBIR Phase I option funding (maximum \$50,000).

Fast Track proposals are received and evaluated by the Army along with all other Phase II proposals. All proposals, including Fast Track, are eligible to receive interim funding up to \$50,000 through a Phase I option, an expedited selection decision, and expedited Phase II award. Because Fast Track proposals show direct evidence of high commercialization potential, they are given a greater priority for Phase II awards.

To qualify for the Army SBIR Fast Track, a small business must submit the following items by the published Phase II proposal submission date, to the Army SBIR Program Management Office.

- (a) A complete Phase II proposal (technical and cost proposal; and Company Commercialization Report)

(b) A completed Fast Track application form, Reference B of the [DoD SBIR Solicitation](http://www.dodsbir.net/submission/) and available on the DoD submission site (<http://www.dodsbir.net/submission/>).

(c) A commitment letter from an independent third party investor. Examples of independent third party investors are: another company, a venture capital firm, an "angel" investor, or a non-SBIR Government program.

The commitment letter will contain the following stipulations:

- The third-party investor will match both interim and Phase II Army SBIR funding, in cash, contingent upon the small business's selection for a Phase II award and receipt of interim and Phase II Army SBIR funding
- The third-party funds will pay for work that is connected to the particular SBIR project, and must describe the work that will be accomplished with matching funds.
- The third-party investor may fund additional research and development on the project or other activity related to the project (e.g. marketing) that is outside the scope of the SBIR contract.
- A concise Statement of Work (SOW) for the interim SBIR effort (if an interim option was not previously negotiated on the Phase I contract). This SOW should be less than four pages in length
- A brief statement describing the third party's experience in evaluating a company's ability to successfully commercialize technology.
- The third party's assessment of the market for this particular SBIR technology, and an assessment of the small business's ability to bring the SBIR technology to market.

The matching rates are as follows:

(1) The minimum matching rate is 25 cents for every SBIR dollar for companies that have never received a Phase II SBIR award from DoD or any other federal agency. (For example, if such a small business receives an interim SBIR award of \$50,000 and a Phase II award of \$730,000, it must obtain matching third-party funds of \$12,500 and \$182,500, respectively, for the two awards.)

(2) The minimum matching rate for all other companies is 1 dollar for every SBIR dollar. (For example, if such a small business receives an interim SBIR award of \$50,000 and a Phase II award of \$730,000, it must obtain matching third-party funds of \$50,000 and \$730,000 respectively for the two awards).

**Companies should not construe approval of the Fast Track Application or selection for Interim funding as a guarantee of a Phase II award. Phase II awards are subject to successful completion of contract negotiations and are subject to the availability of funding. All Phase II proposals, including Fast Track proposals, will be subjected to the Army's rigorous evaluation process.**

Failure to meet these conditions in their entirety and within the time frames indicated will disqualify a small business from participation in the SBIR Fast-Track.

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## 5. PROPOSAL FORMAT (50 pages maximum)

The Army requires small businesses to submit Phase II Proposals electronically to the DoD-wide SBIR proposal submission system, which will guide you through the preparation of the Proposal Cover Sheet, the Company Commercialization Report, the Cost Proposal, and the upload of the Technical Proposal. (<http://www.dodsbir.net/submission/>).

**a. Cover Pages.** Complete the proposal cover sheet online. Include a brief description of the problem or opportunity, objectives, description of the effort and anticipated results. Summarize expected benefits and applications of the proposed research to Government or private sector in the space provided. The Project Summary of successful proposals will be submitted for publication with unlimited distribution therefore, should not contain classified or proprietary information.

**b. Results of the Phase I Work.** Discuss the objectives of the Phase I effort, the type of research conducted, findings or results of said research, and technical feasibility. In accordance with solicitation guidelines, if the Phase I effort is not complete at time of Phase II submission, the small business may use the Phase I progress report language reported in the Phase II proposal verbatim for purposes of the Phase I final report. Changes to accommodate results and modifications required to integrate the final report into a self-contained, comprehensive, and logically structured document after Phase II proposal submission is allowed.

**c. Phase II Technical Objectives and Approach.** List the specific technical objectives of the Phase II research and describe the technical approach to be used in meeting these objectives. Methods designed to achieve each objective should be discussed in explicit

detail.

**d. Phase II Work Plan.** Provide an explicit, detailed description of the Phase II approach. Indicate what is planned, how and where the work will be carried out, a schedule of major events, and the final product to be delivered. A Phase II effort should attempt to accomplish the technical feasibility demonstrated in Phase I, including any potential transition of results to the Government or private sector. This section contains a substantial portion of the total proposal and must clearly show advancement in the research, or research and development, appropriate for Phase II. The proposing small business must perform a minimum of 50% of the research or research and development effort. The primary employment of the Principal Investigator must be with the small business at the time of award and during the conduct of the proposed effort. The research or research and development must be performed by the small business in the United States. Deviations from these requirements must be approved in writing by the Contracting Officer during contract negotiations.

**e. Related Work.** Describe significant activities directly related to the proposed effort, including any conducted by the Principal Investigator, the small business, consultants, or others. Report how these activities interface with the proposed project and discuss any planned coordination with outside sources. The proposal must convey to evaluators state of the art awareness in the specific approach proposed by the small business.

**f. Relationship with Future Research or Research and Development.** State the anticipated results of the proposed approach if the project is successful. Discuss the significance of the Phase II effort in providing a foundation for a Phase III research or research and development effort.

**g. Commercialization Strategy.** Describe the strategy for converting the results of the proposed SBIR Phase II research into a product or non-R&D service with widespread commercial use -- including private sector and/or military markets. **Note that the commercialization strategy is separate from the Commercialization Report described below in Section 6.1.** The strategy addresses how you propose to commercialize this research, while the report addresses success in commercializing the results of past Phase II awards. **A well-conceived commercialization strategy is an excellent indicator of ultimate Phase III success.**

**h. Key Personnel.** Identify key personnel who will be involved in the Phase II effort, include education and experience directly related to the effort, and list any relevant publications. Identify the Principal Investigator and include a concise resume.

**i. Facilities/Equipment.** Describe available instrumentation and physical facilities necessary to carry out the Phase II effort. Justify items of equipment detailed in the cost proposal to be purchased, including Government Furnished Equipment (GFE). All requirements for government furnished equipment or other assets, as well as associated costs, must be determined and agreed to during Phase II contract negotiations. State whether or not the facilities where the proposed work will be performed meet federal, state (name) and local environmental laws and regulations including, but not limited to: airborne emissions, waterborne effluents, external radiation levels, outdoor noise, solid and bulk waste disposal practices, and handling and storage of toxic and hazardous materials.

**j. Consultants.** Describe in detail and identify in the cost proposal involvement of university, academic institution, or other consultants in the project. As stated previously, a minimum of one half of the research or research and development effort must be performed by the firm proposing the Phase II work.

**k. Cost Proposal.** (\$730,000 maximum). A detailed, firm fixed price or cost plus fixed fee Phase II proposal must be submitted online and in the proper format shown in Reference A of the DoD SBIR Solicitation. There is no need to provide information for items that do not apply to the proposed project, however, enough information must be provided to allow the Army evaluators to assess how the small business plans to use the requested funds if the contract is awarded. Phase II proposals should reflect cost data based upon a contract award date six months after submission of the Phase II proposal. Phase II contracts are awarded for a two year development and prototype production. Indicate funding requirements for "Year 1" and "Year 2" in the cost proposal.

(1) List all key personnel by name and provide the number of hours dedicated to the project as direct labor.

(2) Special Tooling, Test Equipment, and Materials Costs:

(a) Special tooling, test equipment, and materials costs directly related to the specific effort may be included under Phase II. This may include items such as innovative instrumentation and/or automatic test equipment. The inclusion of equipment and material will be carefully reviewed relative to need and appropriateness for the work proposed.

(b) The Contracting Officer will determine if the purchase of special tooling and test equipment is advantageous to the Government. Title to property furnished by the Government or acquired with Government funds will be vested with the Department of the Army, unless it is determined that transfer of title to the contractor would be more cost-



effective than recovery of the equipment by the Army.

- (3) Cost for travel funds must be justified and related to the needs of the project. Cost-sharing is permitted; however, cost sharing is not required nor will it be an evaluation factor in the consideration of a proposal.

**I. Commercialization Report.** The Small Business is required to submit a Company Commercialization Report online for all Phase II proposals, however, this information **does not count** against the 50-page limit (<https://www.dodsbir.net/submission/Firm/Login.asp>). The report contains the name of the awarding agency, date of award, contract number, topic or subtopic title, and award amount for each SBIR Phase II project performed by the small business. **Note that the Commercialization Report is separate from the commercialization strategy described above in Section 6.g.** The report addresses success in commercializing the results of past Phase II awards, while the strategy addresses how you propose to commercialize this research. **Complete and accurate reporting of Phase III performance data by all participating companies is critical to the future of the SBIR Program.**

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## 6. EVALUATION

Phase II proposals are subjected to a detailed technical evaluation by technology experts in the Army Laboratories and Centers, and by a second, independent review conducted by a panel of senior Army scientists and technologists. The evaluation may include on-site evaluations of Phase I efforts by Government personnel. Final decisions will be based upon the senior panel's recommendations in light of the scientific and technical evaluations and other factors. These factors include a commitment for co-funding or follow-on funding, possible duplication of other ongoing research or research and development, overall program balance, budget limitations, and the potential of a successful Phase II effort leading to a product of continuing interest to the Army and DoD.

1. **Evaluation Criteria.** All proposals are reviewed for overall merit based on the evaluation criteria published in the DoD SBIR Program Solicitation and repeated below:

(1) The soundness, technical merit, and innovation of the proposed approach and its incremental progress toward topic or subtopic solution.

(2) The qualifications of the proposed principal/key investigators, supporting staff, and consultants. Qualifications include the ability to perform the research and development as well as the ability to commercialize the results.

(3) The potential for commercial (Government or private sector) application and the benefits expected to accrue from this commercialization. A proposal's commercial potential will be evaluated using the criteria in the DoD SBIR Program Solicitation and: (1) The small business concern's record of commercializing SBIR (as reflected in your Company Commercialization Report) or other research; (2) the existence of second phase funding commitments from private sector or non-SBIR funding sources; (3) the existence of Phase III follow-on commitments for the subject of the research; and (4) the presence of other indicators of commercial potential of the idea, including the commercialization strategy.

\*Note that Criterion (1) is weighted slightly greater than (2) and (3), which have equal weights.

2. **Co-Funding for Phase II Efforts.** A commitment to co-fund a Phase II effort must indicate the specific amount of Phase II co-funding, the date funds will be made available to, or by, the small business, and the technical objectives upon which the committed funding will be exercisable by the small business.
3. **Phase III Follow-on Funding.** A commitment to provide Phase III follow-on funding must indicate the amount of Phase III funds, the date funds be made available to, or by, the small business, and specific technical objectives that, if achieved in Phase II, will make the commitment exercisable by the small business. The terms cannot be contingent upon the obtaining of a patent due to the length of time this process requires.
4. **Funding Commitment for Phase II and III.** Provide copies of non-Federal commitments for follow-on funding for continued development or production. Commitments may include any of the following: third-party financing; self-commitment by the proposing firm; an intent on the part of the proposing firm to borrow funds; and state or local government financing.

SBIR funds may not be used for Phase III funding.

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## 7. CONTRACTUAL CONSIDERATIONS

1. **Awards.** The number of Phase II awards made will depend upon the quality of the Phase I efforts, the quality of the Phase II proposals, and the availability of funds. Each Phase II proposal selected for award will be funded under a negotiated contract signed by both parties before work begins. Phase II awards will be made to small businesses based on results of the Phase I effort and the scientific, technical, and commercial merit of the Phase II proposal. Small Businesses that wish to maintain project continuity must submit their proposals by the deadline identified in the Army's proposal invitation. At the Contracting Officer's discretion, Phase II projects may be evaluated after the base year prior to extending funding for the second year.
  2. **Reports.**
    - (1) Incrementally funded Phase II projects may require an interim, midterm written report 30 days prior to the conclusion of the first incrementally-funded period (at the discretion of the awarding agency). The balance of the interim report should discuss, in detail, the project objectives, work carried out, and results obtained, thus far.
    - (2) Copies of a final report on the Phase II work must be submitted to the sponsoring organization in accordance with the negotiated delivery schedule. The final report shall include a single page Project Summary as the first page identifying the purpose of the work, a brief description of the work carried out, the findings or results, and potential applications of the effort. The summary may be published by DoD, therefore, must not contain proprietary or classified information. The balance of the report should indicate, in detail, the project objectives, work carried out, and results obtained.
  3. **Payment Schedule.** Per [DoD SBIR Program Solicitation](#).
  4. **Markings of Proprietary or Classified Proposal Information.** Per [DoD SBIR Program Solicitation](#).
  5. **Copyrights, Patents and Technical Data Rights.** Per [DoD SBIR Program Solicitation](#).
  6. **Joint Ventures or Limited Partnerships.** Per [DoD SBIR Program Solicitation](#).
  7. **Contractor Commitments.** The information in the [DoD SBIR Program Solicitation](#) is applicable to the types of provisions that may be included in a Phase II contract.
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## 8. REPORTING OF PHASE III COMMERCIALIZATION EFFORTS

The objective of every SBIR project is to develop a technology, product, or service that generates follow-on, non-SBIR revenues for the small business. These revenues could come from government or private sector sources, and could represent additional developmental funding in addition to product sales. The Army tracks the outcomes of all SBIR efforts to monitor and report Phase III progress. In addition, Phase III commercialization is monitored by Congress, the General Accounting Office, and the Department of Defense to determine the impact and effectiveness of the SBIR Program in meeting its objectives of assisting participating small businesses. In particular, Congress weighs Phase III performance during its periodic reauthorization of the federal SBIR Program. Complete and accurate reporting of Phase III performance data by all participating companies is critical to the future of the SBIR Program.

Small businesses that receive a Phase II award are required to report all Phase III activities to the Army SBIR Program Management Office at the following address:

U.S. Army Research Office-Washington  
ATTN: AMSRL-RO-WA-SBIR  
Susan Nichols, Army SBIR Program Manager  
6000 6th Street, Suite 100  
Fort Belvoir, VA 22060-5608

E-mail: [sbira@belvoir.army.mil](mailto:sbira@belvoir.army.mil)  
Phone: (703) 806-0963  
FAX: (703) 806-2046

Reportable activities include:



1. Sales revenue from new products and non-R&D services resulting from the Phase I-II project.
2. Additional investment from sources other than the federal SBIR program in activities that further the development and/or the commercialization of the Phase II technology.
3. The portion of additional investment representing clear and verifiable investment in the future commercialization of the technology (i.e. "hard investment").
4. Whether the Phase II technology has been used in a fielded DoD system or acquisition program and, if so, which system or program.
5. The number of patents resulting from the contractor's participation in the SBIR/STTR program.
6. Growth in number of firm employees.
7. Whether the firm completed an initial public offering of stock (IPO) resulting in part from the Phase II project.

